

Oregon State Aviation Board
Approved Meeting Minutes

Sept 20, 2006

Ontario, Oregon

Pursuant to notice made by press release to newspapers of general and local circulation throughout the state and mailed to persons on the mailing list of the Committee, a meeting of the Oregon State Aviation Board was held Sept 20, 2006 at Ontario City Hall.

Board Members in attendance included: Board Chair Mike Burrill; Vice-Chair Chris Corich; Board member Joe Smith. Board Member Carrie Novick via teleconference.

Employees in attendance included: Director Bob Hidley; State Airports Manager Larry Weber; Administration Manager, Jennifer Kellar; Board Secretary Jody Brewer. Department of Justice Attorney Lynn Rosik via teleconference

Guests in attendance: Malheur County Commissioner, Louis Wettstein; Malheur County Judge, Dan Joyce; Independence Airport's, Ken Hardwick; Ontario Airport Board's Cheryl Cruson; Malheur County Economic Development employee, Jim Jensen; Ontario resident, Larry Meyer, Ontario Airport Manager, Alan Daniels.

1. Call to Order

Chair Burrill called the meeting to order at 9:00 a.m.

2. Information Item – Public Comments

Dan Joyce expressed his appreciation to the ODA and the Aviation Board for traveling to Ontario for the Board meeting.

Lewis Wettstein expressed his appreciation for the ODA's part in the Jordan Valley airport work.

Ken Hardwick comments:

- The fire suppression system at Independence is complete.
- The airport property is now in city limits. Tenants of the airport must receive approval from the city to build a hangar. Ken has been waiting for 5 weeks for approval to build his hangar.
- The city has added a water charge by the square foot. This added a \$980.00 charge to his original fee.
- Sheet rocking is now required for fire coding.
- Property (180 acres) west of airport is zoned farm use and land is currently for sale by owner. According to the airport plan, this land is listed as future acquisition by the state. He understands the city is also looking into purchasing this land for future expansion. This is a concern for the homeowners.

Alan Daniels expressed his appreciation to the ODA for helping with zoning problems.

Chair Burrill stated the goal of the department is to expand our contribution to aviation industry in the state. After the reception he felt it important to address the Vale Airport issue. He realized the importance of the Vale Airport and encouraged them to apply for Connect Oregon funds in the future.

3 Action Item - Agenda Adjustment

Board member Smith received an e-mail from a tenant in Lebanon concerning hangar insurance and the policy the ODA must follow to insure tenants are insured. Chair Burrill stated the matter will be researched and added to our next board meeting as an agenda item.

Agenda adjustments requested by Board Member Smith.
New Item will be listed as 7a. City of Independence property.

4. Information Item – Board Member Activity Update

Chair Burrill activities: Met with Southwest Oregon Transportation Task Force. A group consisting of legislators, county commissioners, city representatives, private citizens, railroad and port officials from five separate counties. This Task Force was created to find improvement for the transportation infrastructure for the entire region. Discussion was held regarding the next steps after the Mead and Hunt study is complete. In the Eugene/Springfield area they plan to put together a list of all the city services and the requested needs pertaining to these services. This list would be distributed to all city officials. Chair Burrill suggested once the Mead and Hunt study is complete, the aviation community create a list and set up a plan over the next five years, to identify the most critical and the most strategic investments, and implement a plan to accomplish. This plan would include how to supplement the airports in the future, using specific funds.

Board Member Smith activities: Board Member Smith presented the concern regarding the ORS rule on pilot licensing in Oregon to the OPA. The OPA plans to take this to legislation to amend the wording. He has also been participating in the PDX noise related issue, and the issue regarding trees being cut down at Troutdale.

Board Member Corich expressed his apologies to the community for not attending the presentation, as he was at a FAA meeting.

Board member Novick activities: Board Member Novick stated that on the first of August Redmond Airport started direct service to Los Angeles and wanted to personally thank Board member Corich for attending the ceremony.

Chair Burrill: Those who have concerns relating to the Newport – Astoria commercial service and the Salem Terminal project should talk to the legislators to consider applying for the next *ConnectOregon* process.

5. Action Item - Approval of Minutes

- **Board Member Novick moved and Board member Corich seconded the motioned to approve the June minutes. The motion passed unanimously.**

Board member Smith asked the *ConnectOregon* hard copy be attached as a formal part of the minutes

6. Action Item – Approval of Minutes

- **Board Member Smith moved and Board member Corich seconded the motioned to approve the July 19, 2006 minutes. The motion passed unanimously.**

7. Information Item – Review of Pending List

Director Hidley discussed the Pending List.

- ❖ Updated Pending list handout

Jordan Valley airport: W&H Pacific has completed the environmental study. Completing appraisals, will soon make offers to land owners.

Rates and Charges Survey: Mead and Hunt is currently analyzing the data that will be presented the day before the November Board Meeting.

Engineering Position: Staff met with salary subcommittee to review limited response for technical positions.

7a Independence Zoning.

Board Member Smith expressed concern regarding zoning of property west of Independence State Airport. Future development of this property needs to be compatible with the Airport.

Board Member Corich states the current FAA standard does not allow homes in the runway protection zone and doesn't allow homes inside certain noise contours. Currently there is no objective standard enacted to recognize a zone close to the airport where they are building homes. At Hillsboro, they have been aggressive to get noise easements, and noise disclosure statements from home owners. California has requirement that each airport establish a land use advisory committee and they define an area of influence for the airport.

Jennifer Kellar: The ODA has put forth a legislative concept regarding disclosure laws. Jennifer is working with DOJ in formalizing the language.

PENDING LIST ADDITION: Formalizing language on disclosure laws/Jennifer.

8. Information Item – Secretary of State Expenditure Audit

- ❖ **Expenditure Audit (fiscal yr 2005)**
- ❖ **Newspaper article**

Director Hidley explained the Audit procedures for the State.

Jennifer explained from the last 2003 expenditure audit, there have been two audits performed. One with change in Directorship and another regarding concerns relative to expenditures under previous Directorship.

The 2005 audit looked at three categories: contracts, payroll, and spots cards.

A finding in the audit outcome addressed lack of retaining contract documents to meet state law.

The ODA contacted the Vendors for copies to supply auditors for their review, however copies of the contract couldn't be found.

A correction in procedure was implemented prior to the finding and relayed to auditors.

Member Smith inquired of the cash handling process recommendation that was listed in the 2002 expenditure audit. Jennifer Kellar explained the process was implemented after the audit finding.

9. Information Item – Management Control Program

Director Hidley presented the Sept 20, 2006 version of the Management Control Program

Board Member comments:

ADS-B: Board Member Corich stated the Port is implementing a noise and flight track monitoring system. This monitoring system (multi-lateration) was to include a Siemens radio device that would be similar to what Sensis is doing. The vendor is now switching from the Siemens system to the Sensis system which will allow this to tie to ADS-B. The Port will use the On-Line System.

SB-680: Board Member Novick suggests the ODA attach a copy of SB 680 and FAA information with the pilot program application. Board Member Corich and Board Member Novick discussed concerns regarding a county approving the airport to receive tax revenue. Discussion followed regarding a supplemental tax that property owners agree to that is above and beyond the ballot measure limitation on property tax. It was suggested that a copy of SB 680 is included with each application.

Apple Valley Airport issue: Usage has increased. A neighborhood group has formed to restrict the use of airport. The attorney representing the airport owner has been in contact with Chair Burrill. Attorney Rosik has had communications with Mr. Appleby's attorney and to her knowledge this hearing will be the first test of a statute that went into effect in the mid 90's with the intent to protect the development rights of very small airports. She understands this airport may fall under a rule for them to have their own protection. She feels this is a test case of this rule of development rights to add uses to this airport. She states this is Washington County's decision and not the State's decision.

Chair Burrill would like to identify the minimum standards regarding runway length and applicable airports. Staff will review.

Chair Burrill asked the ODA to pull a two year report indicating Board Member attendance at Board Meetings. This report should include location of meeting to track distance as a factor for Board Member attendance. Present this report at the next Board Meeting.

10. Information Item – Best Management Practices

- ❖ **FAQ's about Boards and Commissions Key Performance Measures Requirement**
- ❖ **Budget Note Report on Performance Measures for Boards and Commissions**

Director Hidley discussed the FAQ's about the Key Performance Measures Requirement. Discussion was held regarding this handout. Chair Burrill asked this be on the next agenda to give others time to look at the document and discuss.

- **PENDING LIST ADDITION: Key Performance Measures Requirement/All Board.**

Addition: Events for Board Members:

- The 2006 Oregon Aviation Hall of Fame induction presented by the Oregon Aviation Historical Society. Aurora Airport.
- Oregon Aviation Hall of Honor to be held Oct 22, 2006 at the Evergreen Air Museum.

11. Break

12. Information Item – Part 135 Enplanements

- ❖ **FAA Letter**
- ❖ **Enplanements Spreadsheet**
- ❖ **Enplanements form 1800-31**

Two issues:

- 1) Air Carrier Airports receive Federal Funding from the FAA. The funding is allocated by how many FAR Part 121 and 135 enplanements are documented. Many air taxi operators do not report their 135 enplanements. Handouts were distributed to show these figures.
- 2) Some general aviation airports have a significant number of FAR part 135 enplanements but are not air carrier airports and therefore do not receive credit.

Chair Burrill stated this issue could be an issue to add to the list that should be developed once the Mead & Hunt study is complete.

Discussion was held regarding using AIP monies at air carrier airports. The concept is looking for sources of monies to invest in Airports in the state.

A committee will be appointed by Chair Burrill to look into this issue.

13. Information Item – 2007-09 Budget Update

- ❖ **2007-09 Budget Update handout**

Jennifer Kellar discussed the above listed handout and gave an overview of the budget process.

Two policy packages requested

1. Personal Services
2. Capital Construction

14. Information Item - Oregon Automated Weather Observation and Reporting briefing

❖ **AWOS slide presentation**

Larry Weber delivered an informational slide presentation concerning Automated Weather Observation & Reporting. He discussed automated weather reporting capabilities, system ownership, NASAO/FAA initiative and associated system cost.

In 2000 the Oregon Aviation System Plan identified minimum standards for airport automated weather reporting. The current status of deficiencies was presented.

Major topic of discussion was finding additional sources of funds to place automated weather reporting systems at Oregon Airports. Mead & Hunt will identify current deficiencies in the upcoming system plan.

15. Information Item - Public Comments

Cheryl Cruson: Asked where the money from pilot registration was applied? Jennifer Kellar explained this money is transferred to the State Police for search and rescue efforts.

Board Member Novick stated that Horizon Air is removing the DASH 8 aircraft from their fleet and is adding additional 70 seat RJ's. This could result in reduction in air service to communities that cannot fill the seats of the larger aircraft.

Board Member Corich thanked the city of Ontario for hosting the Board.

16. Adjournment 2:20

Next Meeting in Redmond, Oregon on November 15, 2006.
Mead & Hunt committee meetings on November 14, 2006.

❖ **refers to documents distributed**